

**OLAC NEWSLETTER**  
**Volume 6, Number 1**  
**March, 1986**

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**FEATURING ...**

Midwinter Reports  
MARBI Report  
CIP for AV  
Book Review  
Questions and Answers

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### **FROM THE EDITOR**

As a glance at the masthead will tell you, the *OLAC Newsletter* now has an editorial board, headed by myself as Editor-in-Chief. Verna Urbanski has retired after six productive years as editor to pursue other interests. I wish there was space in this issue to introduce all my co-editors, but so many exiting things happened in the field of av cataloging at Midwinter that I will reluctantly defer that pleasure to another issue. I will say that my co-editors come from different areas of the country and possess different backgrounds and interests, but we all share an interest in editing and writing as well as an enthusiasm for audiovisual cataloging. We also share a strong desire to keep the newsletter responsive to your needs and reflective of your interests. We want to encourage you to submit articles, ideas for articles that you would like the editorial board to pursue, reports of conferences that you have attended such as the upcoming PLA and ACRL conferences, as well as any meeting, local or national, that is of interest to av catalogers. We would also like to solicit thoughtful book reviews. Above all, if you are doing something innovative or efficient to organize your cataloging or to provide better bibliographic access to av we would really like to hear about it. It is this sharing that provides the rationale for organizations such as OLAC.

A second glance at the masthead will tell you that Verna Urbanski is continuing as Questions & Answers Editor and as self-described "general layabout." I am interpreting this to mean that Verna will continue to provide the board with her insight and expertise to insure that the newsletter maintains the high standards she has set.

Grace Agnew  
Editor-in-Chief

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### **FROM THE CHAIR**

**Katha D. Massey**

Midwinter meetings are over now, and OLAC was well represented. Especially interesting were: 1) the CAPC meeting, which focused on discussion of the CC:DA Microcomputer Software Cataloging Task Force's report and the timetable required for consideration of the approved report by the Joint Steering Committee for the consolidated edition of *AACR 2*, and 2) the question-and-answer session on the cataloging of audiovisual materials held after the regular

business meeting. Nancy Olson organized and moderated this session with Sheila Intner, Glenn Patton, and Dick Thaxter assisting in answering queries. OLAC is appreciative of the expertise, time, and effort freely provided by each of these av experts! Also during Midwinter both Bo-Gay Tong, OLAC's new MARBI liaison, and Sheila Smyth, RTSD Audiovisual Committee liaison, began their new jobs. Thanks to both of these OLAC representatives! I would also like to thank the OLAC Board members (and especially Dick Thaxter) for carrying on so capably in my absence.

Upcoming events of note: OLAC meetings on June 27, 28, 29, and July 1 during the ALA Annual Conference in New York **and** OLAC's national conference to be held at OCLC on November 6-7, 1986. Dick Thaxter is working on an OLAC program for the summer meeting, and Barbara Ritchie continues her good work as Program Chair for the November conference. You'll hear more about these later, but mark your calendars now!

In February, Sheila Intner, OLAC's Immediate Past Chair, will address the OCLC Users Council at its Atlanta meeting on the purpose, scope, and needs of OLAC and its members, Sheila should do an excellent job in taking advantage of this rare but welcomed opportunity, OLAC welcomes with this issue a brand new Editor-in-Chief of the *OLAC Newsletter*, Grace Agnew of Mercer University Atlanta. Welcome aboard, Grace, and the best of luck as you begin this new venture! Grace will be assisted by Bobby Ferguson, Sharon Almquist, Bobbie DeCoster, Anne Salter, and Verna Urbanski. A huge round of applause is owed to outgoing editor, Verna Urbanski, who took a fledging newsletter and built it into a publication of which all OLAC members can be proud! She did this by means of her keen intelligence, dogged determination, and sheer **HARD WORK**. *THANKS, VERNA ----- from all of us!*

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**FROM THE TREASURER**  
**Catherine Leonardi**

**Reporting period:**

October 14, 1985 through January 27, 1986

Account balance October 14, 1985	\$4,027.50
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**INCOME**

New memberships	162.00
Renewal memberships	2,609.70
Interest on regular account	74.15
Back issues	100.00
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TOTAL INCOME	\$2,945.85
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TOTAL	\$6,973.35
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**EXPENSES**

Newsletter v, 5, no. 4 (includes \$50, editor stipend)	737.76
Stationary	142.70
Word Perfect software	278.00
Bulk mail rate (advance payment)	100.00
ALA midwinter fees (partial)	
Marbi stipend	100.00
3 Olac Board stipends	150.00
Taxi	4.00
Renewal notices	106.58
Postage for 2nd renewal notices	32.34
Treasurer postage	27.74
Floppy disks	15.00
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<b>TOTAL EXPENSES</b>	<b>\$1,694.12</b>
Account Balance January 27, 1986	\$5,279.23
CD at 7.7% matures 3/5/86	2,000.00
CD at 10% matures 3/19/86	2,000.00
<b>TOTAL OLAC ASSETS</b>	<b>\$9,279.23</b>
<b>CURRENT MEMBERSHIP</b> 577	

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## OLAC ELECTIONS: A CHANCE TO GET INVOLVED

OLAC is again calling for volunteers for two positions on the OLAC Executive Board. This is an excellent opportunity to participate in a dynamic library group! The 1986 ballot for Vice-Chair/Chair-Elect and Secretary of Online Audiovisual Catalogers will appear in the June, 1986 issue of the *OLAC Newsletter*. Those interested in running for office must apply by April 27, 1986.

The Vice-Chair/Chair-Elect is elected annually at the June meeting and serves a one-year term as Vice-Chair, immediately afterward assuming the post of Chair for one year. S/he performs all duties delegated by the Chair or the Executive Board and presides over official meetings when the Chair cannot preside. The Vice-Chair/Chair-Elect must attend all business meetings while holding office. When this is impossible, s/he must find a substitute and inform the Chair of the substitution at least two weeks before the meeting in question.

The Secretary serves a two-year term, the election to be held in years alternating with those of the Treasurer's election, i.e. the next Secretary serves from fall, 1986 through summer, 1988. The Secretary attends all business meetings and must meet the same attendance requirements as the Vice-Chair/Chair-Elect. The Secretary records all official business transacted by the Executive Board and the membership at the annual and midwinter meetings, as well as at special meetings

called by the Chair or Executive Board. The Secretary must accurately transcribe meeting minutes and submit a clean copy of minutes for publication in the *OLAC Newsletter* immediately following each meeting. The Secretary also handles all other business and/or correspondence as delegated by the Chair or the Executive Board.

If you wish to volunteer, please submit a brief description of your qualifications and professional activities to be printed with the ballot. This description must be submitted by **April 27, 1986**. If someone nominates you, the Nominating Committee will call you to see if you are willing to serve and to get your brief resume and campaign statement.

Please send all information to:

Laurel Jizba  
Head, Original Cataloging  
Michigan State Univ. Libs.  
East Lansing, Michigan 48824

**Remember, that deadline is April 27, 1986.**

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**WATCH THIS SPACE  
OLAC CONFERENCE COMING SOON!**

November 6-7 is the date set for the OLAC Conference '86, to be sponsored by OCLC and held at its headquarters in Dublin, Ohio. "Formats: Old and New" is the theme of OLAC's 2nd conference, which will focus on current issues and new developments in the cataloging of audiovisual materials in the online environment. Shirley Lewis, co-author of *Nonbook Materials: The Organization of Integrated Collections* and Donald Bidd of the National Film Board of Canada will be the keynote speakers. Presentations and workshops will address a variety of cataloging formats, including microcomputer software and 2 dimensional materials. Special features planned are problemsolving sessions, presentations by representatives from OCLC, RLIN, UTLAS and WLN, and a tour of OCLC.

Registration fees will be \$25.00 for OLAC members; \$35.00 for non-members. Be sure to watch for further program and registration information in the next issue of the *Newsletter*.

--- Bo-Gay Tong



# **OLAC CONFERENCE NOVEMBER 6-7 1986 AT OCLC**



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## **OLAC CATALOGING POLICY COMMITTEE MIDWINTER MEETING REPORT**

The meeting was held in the Chicago Hilton, January 17, 1986 at 8:00 pm. The minutes of the last meeting were approved.

Michael Gorman briefly described planned revisions to Chapter 9. As an introduction, he stated that the Joint Steering Committee is planning to publish a consolidated edition of AACR2 in 1988. In order to have the manuscript to the publisher by mid-1987, the JSC will hold two meetings in 1986 to decide questions which are still outstanding, particularly in Chapter 9. Michael Gorman has produced a draft of Chapter 9 based on JSC discussions held in August 1985. He also has a synopsis of responses to the draft, and input from national groups, all of which will be grist to the mill. Highlights of the revision of Chapter 9 include:

1. The chapter will focus on computer files, i.e., data or programs that are machine-readable. Commercially produced microcomputer software will be incorporated;
2. Sources of information will be liberalized to move beyond information contained in the file to include the container and documentation;
3. The edition statement will be defined and clarified;
4. Area 3 (material or type of publication specific details) will be utilized to resolve the problem of using the physical description area (area 5) to describe file size;
5. Area 5 will be a true physical description, rather than a file description;
6. The gmd will be changed from "machine-readable data file" to something containing the word "computer;"
7. A more detailed system requirements note will be designed and designated as the first note;
8. In all chapters, certain notes will be prescribed as first notes.

Gorman thanked Glenn Patton, Nancy Olson, and Ben Tucker for their input on revising chapter 9.

Susie Koch reported on the literature search performed by Sheila Intner, Bob Mead-Donaldson and herself. The committee produced a list of generic and specific terms for machine-readable data file found in academic and popular computer literature. "Software" was the most used term by at least 6 to 1. Bob Mead-Donaldson recommended in a letter keeping the present gmd

because it appears in literature from large agencies that own collections of data. CAPC decided to forward to CC:DA the draft proposal asking for the gmd to be changed to computer software and to include a description of the findings of the literature search. Sheila Intner volunteered to type the letter and deliver it to Dorothy McGarry, chair of CC:DA.

General discussion followed concerning the merits of Area 3 in chapter 9, with a variety of opinions being expressed.

Dorothy McGarry announced that the CC:DA meetings would include a forum Saturday afternoon, and that Chapter 9 would be the first thing on the agenda Sunday morning.

John Attig began a discussion on the need for a serials format for nonprint materials with some background information and an explanation of the problem. Serial nonprint materials don't fit smoothly into either serial or nonprint formats, causing numerous problems, including the time and expense of double searching, the inability to do serials check-in, the inability to do union listings, the creation of duplicate records, and the need for analytics. LC has done extensive internal review of the idea of format integration. In principle, format integration is simple, but in practice it would be expensive and difficult to program and implement. Glenn Patton said that OCLC would be able to handle a change, but individual libraries would have to look at what would be involved for each of them. MARBI has been aware of the nonprint serials problem since 1981. Verna Urbanski, Sheila Intner, and Dorian Martyn will draft a letter to MARBI (with copies to the networks) listing our concerns.

6.5D1. The proposal for rule 6.5D1 was accepted, with the addition of "analog" in the examples.

Dorian Martyn presented the template of a cataloging manual created by John Lashbrook. The difficulty of preparing a manual that is not system- or library-specific was pointed out. The committee is not sure of the direction of this project, so the matter will be brought to the Executive Committee of OLAC for clarification at the Sunday evening meeting.

The possibility of a proposal to MARBI concerning a subfield code for parenthetical qualifiers in corporate names and subjects was discussed. Nancy Olson will draft a letter to the networks asking for two search keys, one that goes up to the left paren and one that searches on the entire statement.

Sheila Intner suggested that CAPC become responsible for reviewing the revisions of Chapter 9, especially since OLAC has been designated as OCLC's official MRDF user's group. Dorothy McGarry said that anyone can get a CC:DA subscription to materials under review, and explained the process for draft revision. Verna did not feel comfortable at this meeting about reacting to the current draft document as a committee since half the committee had not seen the documents. The committee agreed. Nancy Olson, Susie Koch, Verna Urbanski and Sheila Intner will read draft revisions documentation supplied by CAPC member and RTSD AV liaison to CC:DA, Martha Yee, between now and summer ALA, and prepare a reaction to it for CAPC's approval.

The meeting adjourned at 10:18 pm.

Respectfully submitted,  
Susie Koch,  
secretary for the session.

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**OLAC BUSINESS MEETING**  
**Chicago Hilton - Chicago, Ill.**  
**January 18, 1986 8-9 pm.**

The OLAC Business Meeting was called to order by Dick Thaxter, Vice Chair/Chair Elect at 8:20 p.m. Minutes of the June, 1985 meeting were approved as published in the September, 1985 issue of the *OLAC Newsletter*.

**Treasurer's Report.**

Cathy Leonardi reported that OLAC's assets stand at \$8,800 and the current membership is 568.

**OLAC Conference.**

Barbara Ritchie discussed plans for the OLAC Conference, to be held November 1986 at OCLC in Dublin, Ohio. The Conference is titled, "Formats: Old and New" and plans are proceeding well. Shirley Lewis, of Information Services will be a keynote speaker. The program still needs a few speakers, particularly people experienced in cataloging two-dimensional materials.

**Reports from Bibliographic Utilities:**

- **OCLC** (Glenn Patton): Glenn Patton distributed a one-page summary of recent OCLC activities. Major accomplishments for audiovisual cataloging include changes to the audiovisual media format to encompass two-dimensional materials and the conversion of audiovisual records from type "n" to "k," "r," or "o." Additional records with type code "n" and with "u" or "z" as the type mat code were converted to type "k."

A new edition of the audiovisual format document is currently at the printer. This document incorporates changes for two-dimensional materials. Revision pages are also being produced for the Bibliographic Input Standards document. Both documents should be available by February, 1986. A project is currently under way to revise or issue new editions of all format documents with the next few months. OCLC has loaded the LC-MARC music tapes. Another group of Enhance libraries have been trained for audiovisual media, maps, and machine-readable data files. The Oxford Project, a complete redesign and re-implementation of the OCLC online system, will be carried out over the next couple of years. Details of this project will appear in the next *OCLC Newsletter*.



- **RLIN** (Ed Glazier): The LC-MARC music tapes were brought up in September, 1985. The films format has been revised and renamed the Visual Materials format. The Machine-Readable Data Files format has also been implemented, but RLIN has not noted a lot of activity in this format. Indexes for the 753, 755 and a form and genre index for the 655 field are available. The Books format offers clustered records. By August, clustered maps and visual materials records will be available. As part of the Linked Systems Project, LC authority records have been available online daily since September, rather than distributed weekly in tape form. Authority records are therefore available to the user with 24-48 hours of input. The tapes of LC's early notice and changed message records are being loaded and available for use to alert RLIN users to new and changed authority records. Linked Systems Project staff, Yale University Library staff and eventually other NACO/RIG participants will input authority records into RLIN which will be shipped to LC daily.
- **UTLAS** (Syd Jones). Syd Jones briefly discussed the UTLAS machine-readable data files and visual materials formats. He noted that the LC MARC music tapes and the 16,000 record NLM audiovisual files have been loaded.

### **OLAC/CAPC Report.**

(V. Urbanski, Chair):

Verna reported on the January 17th meeting of the OLAC Cataloging Policy Committee. Michael Gorman attended and discussed revisions to AACR2 Chapter 9, Machine-Readable Data Files. He made several recommendations, including:

1. revising prescribed sources of information to make sources broader and more easily adaptable to microcomputer software,
2. tightening the edition statement,
3. adding area 3 to allow catalogers to describe in their own terms what they 're cataloging, e.g, a word processor, a data base manager, etc.,
4. updating the GMD to include the term "computer",
5. making area 5 a physical description rather than a file description and
6. adding a detailed system requirements note to the cataloging record.

CC:DA was scheduled to discuss Gorman's proposed revisions, as well as Ben Tucker's responses and to vote on their own recommendations at their Midwinter meetings.

CAPC voted to send a letter to CC:DA before the Chapter 9 hearings to recommend the GMD, Computer Software. Martha Yee will forward CC:DA Chapter 9 materials to CAPC members for review. John Attig spoke about the need for format integration and specifically about the difficulties in cataloging nonprint serials. Several members of CAPC will draft a memo to the networks and to MARBI asking them to consider problems with materials belonging to more than one format and asking them to move forward with solutions to format integration. CAPC finished a proposal to CC:DA for 6.5D1--a provision for sound recordings of different sizes in a set. CAPC also discussed putting parenthetical qualifiers in corporate authors, titles and subjects in a separate subfield. It was decided that this would not be approved due to the large number of records that would have to be converted. CAPC decided that a memo should be drafted

instead asking the utilities to develop keys for searching these fields with or without qualifiers. Ed Glazier noted that RLIN already allows both forms of searching. Dick Thaxter suggested that CAPC recommend that OCLC provide this searching capability as part of the Oxford Project.

**Newsletter Editor:**

Dick Thaxter announced that Verna Urbanski has retired as editor of the *OLAC Newsletter*. She has been replaced by a six-person editorial board, headed by Grace Agnew, serving as editor-in-chief. Verna will continue as Questions and Answers editor.

**CC:DA Observer:**

Dick Thaxter asked for a volunteer to serve as the CC:DA observer. He noted that OLAC will apply for official liaison status at some point in the future. Dick reported briefly on CC:DA activities at Midwinter, noting that Ben Tucker of the Library of Congress presented his report to CC:DA, which included proposals to correct videodisc examples prepared before videodiscs became available commercially. A forum was held on January 18 to discuss revisions to Chapter 9 with Michael Gorman, Arnold Wajenberg, and Ben Tucker. More discussion and voting on recommendations will take place on January 19.

**MARBI Report:** (Bo-Gay Tong):

Bo-Gay reported on the work of the MARBI Review Committee, an ad hoc committee charged with evaluating MARBI's effectiveness. The Committee decided that MARBI was a viable committee that should become an ALA Standing Committee rather than an RTSD/LITA/RASD Committee. Concerns were expressed about appointments to MARBI as an ALA Standing Committee and about whether the current open-forum atmosphere of MARBI meetings could be maintained. Changes to MARBI will probably be approved at Midwinter by the three divisions and by ALA's Operations Committee. Other MARBI activities included the addition of two authorities fields, the 072 and 076 (possibly to be 073). Of particular interest to audiovisual materials catalogers were changes to the 007 field for use with soundtrack film. The Music Library Association proposed new codes in the 007 field for speed, dimensions and type of material for compact discs. A new first byte to distinguish compact discs is under discussion. On January 19, a proposal to distinguish minimal level cataloging, the inconsistent use of the form of reproduction code, and the status of format integration will be discussed.

**RTSD Audiovisual Committee.**

Liaison Sheila Symth discussed the Summer Conference program, which is being co-sponsored by OLAC. The program's topic is New Directions in Subject Access to Nonbook Materials.

**New Business.**

- Sheila Intner has been asked to make a presentation at the OCLC User's Council on February 17. OLAC has been named the official MRDF users' group for OCLC.
- **New York Conference Program.** Dick Thaxter announced that the program will be titled "A Return to the Scene of the Crime" and will celebrate OLAC's founding in New York six years ago. The program, which will be held on Tuesday, July 1 from 9-11 a.m., will also honor Nancy B. Olson with a presentation and tribute.
- **Nominating Committee.** The Nominating Committee, chaired by Laurel Jizba, is seeking nominations for Vice Chair/Chair Elect and for Secretary. Candidates may be

self-nominated or nominated by another OLAC member. The March, 1986 issue of the *OLAC Newsletter* will contain a call for nominations. Ballots will be distributed in the June, 1986 newsletter.

There being no other business, the meeting adjourned at 9 p.m. and a question and answer session was held. Nancy B. Olson was the coordinator and moderator, and Sheila Intner, Glenn Patton and Dick Thaxter served as the panel. The results of this session will appear in a forthcoming newsletter.

Submitted by Grace Agnew

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**ONLINE AUDIOVISUAL CATALOGERS INC.  
EXECUTIVE BOARD MEETING  
JANUARY 19, 1986  
Chicago, Ill., 8-10 p.m.**

The minutes of the June, 1985 meeting were approved as published in the September, 1985 *OLAC Newsletter*.

- **Treasurer's Report.**

Cathy Leonardi presented her report, indicating a total income for 1985 of \$4,907, expenses of \$4,989 and total assets of \$8,800. Total membership for OLAC stands at 568 -- 282 personal members, 284 institutional members, and 2 exchanges. Projected income for 1986 is \$5,200 and projected expenses stand at \$4,900, Cathy requested power of attorney from the Executive Board for the next six months to continue managing OLAC's finances, and this was granted. The Executive Board also discussed the producing of an index to the *OLAC Newsletter* and the production the newsletter by a new editorial staff as possible budget expenses in 1986.

- **Newsletter Claims.**

The Executive Board discussed tailing action against institutional members that repeatedly claim issues of the *OLAC Newsletter* and are apparently claiming issues to replace those lost by the institution or issues that are needed for binding. It was decided to announce a new policy, beginning with the next issue, that issues must be claimed within three months of receipt, before receipt of the next issue. This policy will be printed on p. 2 of the newsletter cover.

- **Demographic Membership Survey.**

The Board discussed a motion to conduct a survey to gather demographic membership data to support a dues increase. The survey was tabled, as the Board decided not to support a dues increase at this time. Verna Urbanski noted that OLAC loses money sending the newsletter to foreign OLAC members. Dick Thaxter noted that most foreign currency is worth so much less currently than the dollar that foreign members are actually paying more than the stated price of membership.

- **OLAC Conference.**

Barbara Ritchie discussed plans for the OLAC Conference, titled "Formats: Old and New, " which will be held at OCLC on November 6-7, 1986. The Board approved Shirley Lewis of Information Services as a keynote speaker and agreed that OLAC would pay her expenses. Shirley Lewis will probably speak at a plenary session on November 6th. The Board also agreed to invite Donald Bidd, of the National Film Board of Canada, to serve as a second keynote speaker. He will probably speak on November 7th. The Board decided to offer this conference at the same cost as the previous conference, held in 1984 -- \$25 for OLAC personal members and \$35 for nonmembers, with late fees of \$35 and \$45 respectively. Hugh Durbin will invite members of the OCLC School Library Users' Council to attend the conference. The Board decided that this group will pay the same fees as OLAC personal members.

The Board discussed three possible tours that the conference might offer -- a tour of OCLC, a tour of the media facility at Dublin High School, or a tour of Hugh Durbin's office in downtown Columbus, possibly together with a visit to the Ohio Historical Society across the street. The selection of either Dublin High School or Hugh Durbin's office will be based in part on the time and transportation needed to reach Columbus. The Board decided that a tour of OCLC and one of the other tours would be offered concurrently on November 6th. Two workshops -- cataloging graphic (two-dimensional) materials and cataloging microcomputer software -- will be offered on the afternoon of November 6th and on November 7th, so that attendees who select a tour on the 6th will be able to attend a workshop on the 7th.

The Board also decided to ask scheduled bibliographic utility representatives -- OCLC (Jay Weitz), WLN (Erlene Rickerson), UTLAS (Elizabeth Black) and RLIN (Ed Glazier) to offer a session on Bibliographic Utilities in the Year 2000. Marily Lutz of OCLC will also speak about media control on the LS/2000 system. Verna Urbanski, Glenn Patton, and Dick Thaxter will offer a panel discussion of audiovisual cataloging problems, Verna Urbanski will chair a CAPC hearing and Dick Thaxter will host a discussion of multiple versions -- all probably on November 7th. Finally, two workshops, cataloging microcomputer software with Nancy Olson and cataloging graphic materials with Sheila Intner, will be offered both days. The Cross-Country Inn has been selected for accommodations. Attendees will be able to request a roommate on the registration forms. Registration forms must be received by September 30, 1986 to avoid paying a late fee.

- **OLAC Award Draft.**

Laurel Jizba drafted guidelines for an annual OLAC award, to be given at the ALA Summer Conference meeting to a person who has contributed to the further excellence of and maintenance of standards in cataloging audiovisual materials online. These standards were approved at the June, 1985 Executive Board meeting. A tangible award, such as a plaque, will be presented. An Award Committee will meet at Midwinter to select a candidate for the award, to be approved by the Executive Board at Midwinter. The call for nominations for the OLAC award will be published in the September, 1986 issue of the *OLAC Newsletter*.

- **OLAC Stationery.**

Verna Urbanski displayed samples of the new OLAC stationery. The stationery cost \$142.70 to produce and has been distributed to the Executive Board and the newsletter editorial staff.

- **OLAC Personnel.**

The language of the OLAC Bylaws, Article 5, sections 1 and 2 has been amended to replace the term "editor" with the term "editor-in-chief" for the *OLAC Newsletter*. Verna Urbanski has resigned as editor of the newsletter and has been replaced by an editor-in-chief, heading a six-person editorial board.

It was also decided that an archive of OLAC documents, reports and correspondence should be kept. Cathy Leonardi noted that most documents are currently kept by the treasurer and suggested that the treasurer position be changed to treasurer-archivist. The Board agreed.

Marilyn Craig, of the University of Houston, has volunteered to serve as the CC:DA observer. Dick Thaxter noted that OLAC is currently trying to become an official liaison with CC:DA, although Dorothy McGarry, the current CC:DA Chair, has recommended that OLAC wait another year to reapply. The CAPC vacancy was filled by Nancy Olson, who was appointed by Katha Massey. Anita Oser, the Chair of the Maps Online Users Group, discussed the possibility of a liaison relationship between her group and OLAC. Currently MOUG (Maps) meets alternately at ALA and SLA. MOUG (Maps) is also undergoing a period of regrouping and change. Dick Thaxter felt it was unlikely that OLAC could find a liaison who was willing to attend SLA conferences regularly. The Board decided not to sponsor an official liaison at this time but to maintain an exchange of information with MOUG (Maps).

The editor of the MOUG (Maps) newsletter will send copies of that newsletter to the OLAC editor-in-chief and will receive copies of the *OLAC Newsletter* in return. Cathy Leonardi, Dick Thaxter and Grace Agnew will meet with Joan Swanekamp, chair of the Music Online Users' Group, to discuss a liaison with that group.

- **Cataloging Design Manual Status.**

The Board discussed the progress of the manual to Design a Cataloging Manual. A rough draft has been prepared by John Lashbrook. The Board agreed that the manual in its current form is a how-to-catalog manual rather than a planning tool. Verna Urbanski, Dorian Martyn and Laurel Jizba offered suggestions for changing the focus of the manual. The Board agreed that the manual should be reworked according to the notes presented by Verna and Laurel.

- **Nominating Committee.**

Laurel Jizba presented the Nominating Committee progress report. J.O. Wallace has volunteered to run for vice chair/chair elect and Susie Koch for Secretary of OLAC. Additional nominations will be solicited in the March, 1986 issue of the newsletter. The Nominating Committee is chaired by the past, past chair of OLAC, together with two members appointed by the Nominating Committee chair. The Committee is not standing and lasts for one year.

- **Regional Workshop Speakers.**  
Dick Thaxter will issue a call for volunteers to share their expertise in regional audiovisual cataloging workshops.
- **New York Conference Program.**  
The New York Conference program, to be presented on Tuesday, July 1, will be titled, "A Return to the Scene of the Crime" and will celebrate OLAC 's founding and accomplishments since its establishment six years ago in New York. Nancy B. Olson will be honored for her contributions to audiovisual cataloging and as a founding member of OLAC during the program.
- **OLAC Presentation at OCLC.**  
OLAC has been named the official MRDF Users' Group by OCLC. Katha Massey has asked Sheila Intner to address the OCLC Users Council on February 17th.
- **H.W. Wilson Award.**  
The Board decided not to nominate the *OLAC Newsletter* for the H.W. Wilson periodical award this year, since two previous nominations received no response.

There being no further business, the meeting adjourned at 10:00 p.m.

--- Submitted by Grace Agnew

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## CALL FOR VOLUNTEERS

OLAC is exploring the possibility of compiling a regional directory of audiovisual cataloging specialists who would be qualified and willing to participate in workshops in their areas of the country. As a first step in this project, we are asking all interested persons to submit their names and addresses to:

Richard J. Thaxter  
6908 Rochambeau Place  
Springfield, VA 22153

If there is sufficient interest, volunteers will be contacted for information about their qualifications and specialties.

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## MARBI REPORT TO ONLINE AUDIOVISUAL CATALOGERS

The MARBI (RTSD/LITA/RASD Representation in Machine-readable Form of Bibliographic Information) Committee met three times during the ALA Midwinter Meeting. Items discussed at meetings of interest to OLAC members are:

## **MARBI Review Committee.**

The Committee's report was presented in its final form at Midwinter and its recommendations addressed three general areas:

1. MARBI ' s organizational relationship to ALA,
2. the communication structure involving the library community, and
3. criteria for appointment to the Committee.

A major change proposed was that MARBI no longer be an interdivisional committee but rather, an ALA standing committee. The report was to be presented to the RTSD, LITA and RASD Boards and to the Committee on Operations for their approval during Midwinter.

### **Format integration.**

Sally McCallum of LC reported that a document explaining tentative plans for format integration and asking for input regarding the feasibility of various aspects of the plan is being sent to the bibliographic utilities and other agencies. She expects to have compiled a report of these responses for discussion at the summer meeting at ALA.

### **Holdings format.**

Problem areas in the draft USMARC Holdings Format were discussed. Most problems identified relate to the coding of monographic holdings. Several proposals will be presented at the summer meeting and it is hoped that the format will be adopted in its final form at the Winter 1987 meeting.

### **Changes affecting AV formats approved by MARBI.**

1. Change of coding of bytes 00 (Category of material) and 01 (Specific Material Designation) in the 007 Physical Description Fixed Field for music/visual materials, These changes will accommodate soundtrack film intended to accompany visual images not present on the film.
2. Addition of code "n" (not applicable) to byte 03 (Color) in field 007 to accommodate soundtrack film without visual images.
3. Additions of new codes to bytes 03 (Speed), 06 (Dimensions (Sound Recordings)), and 10 (Kind of Material) in the 007 fixed field for music to accommodate compact audio discs.

### **Proposals pending.**

1. A suggestion to add a code to byte 01 (Specific Material Designation) in the 007 fixed field for music to distinguish compact audio discs from sound discs was tabled pending further investigation.
2. A proposal to clarify the purpose of byte 04 (Kind of Sound) in the 007 field for music is still under discussion by the music library community. There is a need for a clearer definition of how this field should be used to encode the channel designation and the recording process for capturing sound.

Reported by  
Bo-Gay Tong,  
OLAC liaison to MARBI.  
February 12, 1986

[Martha Yee notes that sentences were added to MFBD to clarify the fact that film with only soundtrack intended to accompany visual images should be included in the visual materials format and coded as 'motion picture' in the 007 field. Changes to MARC format coding of soundtrack film were submitted by the MARC Standards Office at the request of the UCLA Film, Television and Radio Archives.]

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### **RTSD/AASL/ACRL/LITA/PLA CATALOGING IN PUBLICATION FOR AV MATERIAL INTERDIVISIONAL COMMITTEE MEETS DURING MIDWINTER**

The Interdivisional Committee on AV-CIP met in the Blackhawk Room of the Bismarck Hotel in Chicago on Sunday, January 19th at 9:30 am. Sheila Intner, UCLA Graduate School of Library and Information Science, chaired the meeting for absent chair Bob Mead-Donaldson of Florida International University. Susan Vita, reporting for the CIP office at LC, had news both good and bad. The project is behind schedule at present and as yet it is difficult to say how Gramm-Rudman will affect the implementation of the CIP for AV effort at LC. All federal agencies will need to make budget cuts and LC is not exempt. For now, LC plans to go ahead with the project and is currently doing the programming to catalog MRDF online with a target of Fall of '86. They estimate that cataloging the 1,000 titles will take six to nine months. The programming has been delayed by higher priority projects (bringing visual materials cataloging and subject access online to name two) and by a switch in the companies which handle LC's automation.

Positive movement can be reported, however. A firm list of publishers of software is being created, though widespread contact has not yet begun. Of the three or four publishers contacted, Ms. Vita reports a very enthusiastic response to the project. She doesn't anticipate having difficulty getting participants for the project. Vita did caution that a serious "educational gap" exists between what the Library needs from the publishers and what the publishers understand of the workings of the Library. This is a concern for the Library because the CIP for AV program has no funds for travel to publishers for on-site training. Vita also noted that publishers are **not** reluctant to sell to libraries. This had been a concern for some because of the possibility of patrons making illegal copies of the software.

Dick Thaxter (LC) indicated that the forms passed out last summer during ALA in Chicago, will be revised before they are used with participating publishers. LC plans to use *Guidelines for Using AACR2 Chapter 9 for Cataloging Microcomputer Software*, (ALA, 1984) for the cataloging of the MRDF unless the revised chapter 9 is finalized by the Joint Steering Committee before the project begins this Fall. Dewey classification numbers will be provided from the latest



computer software phoenix edition (*Dewey Decimal Classification 004-006, Data Processing in Computer Science and Changes in Related Disciplines*).

Hugh Durbin (Columbus, OH, public schools) asked about inclusion of software for children in the project, He was encouraged by Thaxter to contact LC, asking that children's software be specifically included.

--- Reported by Verna Urbanski.

(Persons interested in background material on this topic are encouraged to read the extensive report of the summer meeting published in this newsletter v. 5, no. 3, pp. 13-16).

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## USEFUL MATERIALS FOR AV CATALOGING AND RESEARCH

*Guidelines on Subject Access to Microcomputer Software*, a (ca.) 48-page book on subject analysis and classification microcomputer software is available from ALA Publishing Services for \$4.50. Emphasis is placed on integrating microcomputer software into the total collection. A 10% price discount is available to ALA personal members. For more information or to order contact:

American Library Association  
Publishing Services  
50 East Huron St.  
Chicago, IL 60611

Approximately 200 copies of the 48-page *Directory of Archival Collections on the History of Film in the United States*, compiled by Richard A. Matzek and issued June, 1983 are still available for \$5.00. The *Directory* provides information, scope, availability, restrictions on use, and contact personnel are included. The *Directory* is a valuable tool for students of film and film history as well as a useful addition to any reference collection. A bargain at \$5.00, copies may be ordered while they last from:

Sheila Intner  
Graduate School. of Library and Information Science  
120 Powell  
University of California, Los Angeles  
405 Hilgard  
Los Angeles, CA 90024

**\*\*The check for the *Directory* should be made out to RTSD, not Sheila Intner.**

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**RTSD AUDIOVISUAL COMMITTEE  
BUSINESS MEETING MINUTES  
CHICAGO, ILLINOIS JANUARY 21, 1986**

The meeting was called to order by the Chair, Martha Yee, at 2 PM in Parlor G of the Palmer House, Chicago, Illinois. Members of the Committee (including liaisons) and observers introduced themselves, and corrections to the committee roster were made. Minutes of the previous meeting were approved as distributed.

1. The first item of business was reports from several related groups:
  1. RTSD/AASL/ACRL/LITA/PLA: Cataloging in Publication for Audiovisual Materials Interdivision Committee: Richard Thaxter (LC) reported that implementation of the AV CIP project at LC has been delayed to the Fall of 1986. This delay is due not to the recent impact of the Gramm-Rudman Amendment, but rather to the place the project has in the previously established queue at ASO (behind the implementation of Visual Materials and Subject Authorities online). The AV CIP records will include full Dewey and LC classification numbers, as well as LC subject headings, much in the same manner as conventional CIP book cataloging.
  2. RTSD CCS CC:DA: The bulk of CC:DA's meetings, according to RTSD AV liaison, Martha Yee, were devoted to considering revised rules for cataloging computer files in Chapter 9 of AACR2. After considerable discussion, the GMD for these materials, as well as the chapter title, were changed to "computer files" This was a compromise which rejected the suggestion of "computer software", since this latter term could exclude computer data files. CC:DA recommended that Area 3 be included, with a limited vocabulary (Data; Program; Data and program) to be used. This will consequently allow Area 5 to be used exclusively for description of the physical characteristics of the item in hand. The chief source of cataloging information will take a dual approach, with the preferred source being the internal label. Source notes should be used in Area 7. The System requirements note will be the first element in Area 7.
  3. MARBI: Martha Yee reported that there were several proposals relating to AV materials which were acted upon.
    - Proposal no. 86-2: Changes in the coding in bytes 00 & 01 in Field 007 for Soundtrack Film was passed, although the final 4 points of the proposal were not OK'd.
    - Proposal no. 86-3: Addition to 007, Byte 03 (Color) in the Visual Materials Format passed, adding a tag n-not applicable (not a visual image).
    - Proposal no. 86-4: Additions to 007 for Music passed, although with amendments to Bytes 6 & 10. This proposal added tagging meant to accommodate compact disc technology.

- Proposal no. 86-5: Clarification of Byte 04 (Kind of Sound) in Field 007 for Music was not voted upon, pending further discussion with the Music Library Association. It was felt that some of the terminology referring to the number of channels and recording process should be more precisely worded and this proposal was trying to address the problem.
4. Subject Analysis Committee: Martha Yee reported that SAC has formed an ad hoc subcommittee for subject access to fiction and fictional characters. Those interested should contact Martha. Additionally, subject guidelines for software (a pamphlet) will be available shortly. Martha will send out copies to committee members.
  5. OCLC: Glenn Patton reported that OCLC has completed implementation of coding for 2-dimensional materials. The format document will be out in early February. Additionally, there will be revision of appropriate pages in the Bibliographic Input standards. There will be a new edition shortly of the Books format document. All LC music records have been loaded into the online system and are now available to members. OCLC is investigating the possibility of loading NLM AV records, but is experiencing problems with tagging. OCLC is also trying to resolve problems with the NLM contract, which would call for OCLC's return of all NLM cataloging, should OCLC ever cease subscribing to NLM's tape service. Statistics as of January 1, 1986 : 318,000 Audiovisual records; 6,565 MRDF records.
  6. Library of Congress: Dick Thaxter reported that the library's budget has been severely cut for FY86. Of the \$17 million lost, \$2.2 million was lost to Processing Services (which includes the AV Cataloging Section) due to the Gramm-Rudman Amendment. LC is trying to avoid RIFs or production cuts, but some programs will certainly be cut, and the Library is reducing the hours when it is open. Visual materials have been online at LC since November 25, 1985. The 530 & 521 fields have also been implemented. It is anticipated that the LC AV records will be distributed by CDS starting in February of 1986. There will be roughly 75,000 records available online dating from 1972 to present. 1,000 manual records are currently being keyed in, and the AV catalogers will shortly be working online directly. Additionally, the LC Motion Picture, Broadcasting and Recorded Sound Division people will be cataloging online using the Archival Moving Picture and Photographs Materials format, while the Prints Division will be using the Graphic Materials Format, all of which will be distributed by CDS.
  7. ACRL AV Committee: Janice Woo reported that ACRL AV is working on a revision of its Guidelines for audiovisual materials in ACRL libraries. They will be publishing a preliminary version of the Guidelines shortly which will be circulated for comment.
  8. AASL: (Terwillegar) No report.

9. YASD Audiovisual Producers and Distributors Liaison: Jean Kreamer reported that YASD is working on a program for the San Francisco annual conference which will deal with producers of video materials.
  10. LITA Video and Cable Utilization Interest Group: Marilyn Rehnberg reported that the Interest Group's former body had developed a survey of video use which was submitted to the LITA Board about a year ago. Since that time, there has been no action on the survey. Marilyn encouraged interested people to try to track down the survey and urge the LITA board to allow it to move forward.
  11. Online Audiovisual Catalogers, Inc. (OLAC): Sheila Smyth reported that the recommended revisions to Chapter 9 of AACR2 were discussed in some detail. Also discussed were parenthetical modifiers to access points. OLAC will be holding a conference on November 6-7, 1986.
2. Old Business:
1. Program in New York, 1986: Martha Yee reported that the RTSD AV program on Saturday, June 28, 1986, from 9:30 AM to 12:30 PM will be titled, "New directions in subject access to nonbook materials." The program subcommittee met on Monday, January 20, 1986, to work out final details, topics for individual presentations, and logistics. The speakers will be Donald Bidd (National Film Board of Canada), Karen Markey (OCLC Office of Research), Susan Nesbitt (Minneapolis), and Elisabeth Betz Parker (LC Prints and Photographs Division). Moderator will be Carol Mandel (University of California, San Diego). Since the topics appear to be heavily weighted towards visual materials, committee members were encouraged to make suggestions for a speaker who would discuss developments in subject access to audio materials (including printed music).
  2. Tours at ALA Annual in New York, 1986: Verna Urbanski and Janice Woo reported that tours have been arranged at the Museum of Modern Art and the Museum of Holography. Jon Gartenberg will be able to give a tour to about 25 to 30 people in the Film Department of MOMA. According to Janice Woo, a similar number can tour the Holography Museum. If we want a lecture of about 30-40 minutes at the Holography Museum, there will be a cost of \$25.00. Martha will check with the RTSD Board about procedures on this. (Possibly \$1.00 per person.) Publicity will be placed in the RTSU newsletter and the OLAC newsletter. Pre-registration will be necessary for both of the tours. Deadline for pre-registration will be May 31, 1986. The tours will be Friday afternoon, June 27, 1986, from 2:00 PM to 4:30 PM, subject to adjustment due to specific conditions of the tours. Verna Urbanski will handle publicity and preregistration.
  3. Sale of directories: Sheila Intner reported that the committee still has roughly 200 copies of the directory of archives useful in film research. The directories cost roughly \$1.00 each to produce and are currently selling for \$5.00 each, with the proceeds going to RTSD. Sales are currently being handled by Sheila on a cash and carry basis, but she would like the ALA store to sell them. Notices will be placed in the RTSD,

ACRL, and OLAC newsletters and in American availability of the directories.

3. New Business:

1. Producers and Distributors Contact Project (1987): AV librarians have a number of concerns which they have had limited success discussing with AV producers. The Committee has been considering the best way to make the necessary contacts with the producers and has talked about "buttoning" or "cookie-ing" the producers at the 1987 annual convention. Dick Thaxter pointed out that the people who staff the booths at the conventions tend to be salespeople, not the people who produce the materials. It was suggested that the committee develop a kit which could be sent to the AV producers which would address some of our problems (such as the use of a single title, or participation in the AV CIP project) in a manner that producers would accept. An ad hoc subcommittee was formed (Karen Driessen, chair; Verna Urbanski, Nancy Olson) to draft letters which could be sent (or given) to AV producers. These letters will explain what the librarians want & why this would be good for the producers. Drafts will be circulated to the Committee prior to the annual convention in New York. Ideas can be sent to Karen Driessen.
2. Co-sponsorship of CCS Cataloging of Children's Materials Committee program on Considerations in Cataloging Children's Material, Summer 1987: The RTSD AV Committee has been approached to sponsor the above named conference program. Since CCS is already sponsoring another program they were looking for another group to sponsor. RTSD AV felt that it was not in a position to take on sponsorship, although the Committee is willing to co-sponsor. The Committee will keep in touch on this project (through Martha Yee).
3. The RTSD Resources Section Acquisitions Librarians/Vendors of Library Materials Discussion Group is being moved up to a division level committee status. RTSD AV Committee concurred with the change of status.
4. RTSD AV Committee scheduled meeting time: Verna Urbanski suggested that it would be profitable to move future meetings of the committee to a time slot earlier in the conference. While the Monday, 2:00 PM to 5:30 PM time slot received some support, there was no consensus, so the question was deferred to a future meeting. Next meeting will be Tuesday, July 1, 1986 at 2:00 PM.

With no further business, the meeting was adjourned at 4:00 PM.

Bruce Chr. Johnson

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## BOOK REVIEW

*MEDIA LIBRARIANSHIP*, edited by John W. Ellison, New York: Neal-Schuman, 1985, 449 p., ISBN 0918212812, \$35.00

This book is a valuable resource to media librarians in academic, public, special and school settings, as well as to library planners and directors, because of its detailed coverage of the field. It helps one to see the future potential of media. History, philosophy, theory, practice and the state-of-the art of media librarianship are covered. The book is written with the widest possible view of librarians and audiovisual materials. Every possible interaction and every possible A.V. type seem to be considered from the most conventional to the most modern.

*Media Librarianship* is divided into eight main sections.

- SECTION 1 "The Problems" mentions library budgets for audiovisual media and discrimination against media by librarians. There is a chapter on censorship which gives a very helpful list of organizations, books and newsletters concerned with this problem.
- SECTION 2 "Media librarians" discusses the many skills needed to be a good media librarian. Three pages are needed to outline the responsibilities for this position. This is followed by a historical dateline of media librarianship and concludes with very detailed and valuable information about media organizations.
- SECTION 3 "Management of media services" contains organizational charts to meet the needs of various types and sizes of libraries. Physical layouts and management tips are included. The importance of proving cost-effectiveness of media services is stressed and the means of beginning measurement are indicated. One extremely useful article contains step-by-step procedures for successful grantwriting.
- SECTION 4 "Selection" tells how to gather data on your community. Sample media evaluation forms for selection are given. One whole chapter lists books and periodicals containing reviews of media. Sources of information about media equipment are provided, together with questions to consider when purchasing.
- SECTION 5 "Organizing Non-print." Adequate bibliographic description of media is especially important and examples of catalog cards are given. On-Line Audiovisual Catalogers, Inc. is named as a new national group to facilitate the sharing of information about non-print cataloging. Some of the particular problems of trying to network with A.V. are given, Non-book storage and care are discussed and an evaluation form covering seven general formats is included.
- SECTION 6 "Productions and presentations" gives arguments for production of A.V. material in libraries. This is followed by a primer on aesthetic considerations. Very elaborate library displays are also described. An article on copyright lists the rights of owners and educators with examples of litigation occurring in 1980-81.

- SECTION 7 "Reaching Out" begins with very general information on media programming but ends with specific suggestions. There are 120 well-described programming ideas as well as practical considerations for presentations.
- SECTION 8 "Computers in Media services" contains basic explanations of some computer terms and uses. A range from word processing to fully interactive two-way television is discussed.

The book leaves you with the feeling of the importance of media to the future of libraries. It presents the fullest possible breadth of the field and yet includes so much detailed information that one would want to keep the book close as a reference tool. This book more than meets its promise of being of interest to all people responsible for media in all types of libraries. I recommend purchase of this book.

Reviewed by Judith Wing,  
State University of New York at Albany.

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## QUESTIONS AND ANSWERS

### Verna Urbanski, editor

**QUESTION:** I am willing to concede to the map catalogers our globes and map transparencies, but who got the idea of putting the geography card games and jigsaw puzzles in the MAPS format?

**ANSWER:** This is the longtime practice of LC's Geography & Maps Divisions catalogers who are convinced that a map in any form, from jigsaw puzzles to tea towels, is a map.

--- Glenn Patton

It seems to me that they belong in the AV format.

--- Nancy Olson

**QUESTION:** Has OCLC finally conceded that activity cards can go in the AV format?

**ANSWER:** Activity cards go in the AV format now that it has been expanded for all two-dimensional material.

--- Nancy Olson

The revised version of the AV format will make it clear that activity cards now belong in the AV format. Once that is published, we'll put out an announcement encouraging users to report type code changes for activity cards which are in "type: a"

--- Glenn Patton

**QUESTION:** What format should I use to catalog simulation games? I have a letter from OCLC saying they go in monographic format.

**ANSWER:** This spring LC will be having a meeting on three-dimensional materials and the final (?) expansion of the AV format. I'll make sure these are on the agenda. I agree that they consist of all, or mostly print materials (though they also appear on microcomputer disks), but many call for other materials which must be assembled by the user before the game can begin. I guess I believe if we call it a game, it is a game.

--- Nancy Olson

The problem of simulation games has been a thorny one. OCLC policy has been to treat them as "Type: a," that is, as printed language material, because we do not see them as meeting the AACR2 definition of "game." They did, however, meet the revised chapter 12 definition. We hope that, as part of the revisions to the AV format to better handle two and three dimensional items, we can work with other national agencies to clarify which "niche" these materials belong in. Until then, continue to treat them as "Type: a."

--- Glenn Patton

**QUESTION:** Is the spelling for "program notes" (for sound recordings) correct? I was told that we had to spell them "programme notes" because these are the ANGLO-American rules, and that's the way the British spell it. See AACR2 6.7B11.

**ANSWER:** The rules themselves use British spelling (0.2) but these do not apply to the spelling used in the bibliographic record itself. I think 1.0E covers the language.

--- Nancy Olson

**QUESTION:** Are added entries for publishers of AV material optional? I am especially concerned about publishers of sound recordings.

**ANSWER:** Added entries for publishers are optional. *Cataloging Service Bulletin* 13 has a Library of Congress rule interpretation which you may find helpful (21.29/21.30). Some libraries may want all publishers traced while others need only some of them. Added entries hinge on whether you think your users could reasonably be expected to want to access the information via that entry.

--- Nancy Olson

**QUESTION:** I am confused about how to catalog a slide set. It has 80 slides, a cassette, a manual and a set of study sheets. The title on the container and the title on the main slide differ. Do I need to catalog the set as a kit if I want to use the title from the container?

**ANSWER:** Apply 1.10B because this package contains more than one type of media and the slides are predominant. When 1.10B tells us to describe the item in terms of that predominant component, it is sending us to the appropriate chapter, which in this case is chapter 8. There we are directed to use the container as the chief source of information for this item which has "two or more separate physical parts" and which has a container



which is the unifying element and which carries a collective title not found on some of the parts (that is, the collective title is found on some of the parts, but not on all of them). So no, you do not need to call it a kit to use the title from the container. And, to do so would be counter to the normal rationale used to decide if a title is a kit.

--- Nancy Olson

**QUESTION:** When cataloging conference tapes, how do you handle the problem of establishing entries for speakers, program leaders, etc. who are introduced as "Chris (Christopher, Christine?) Hofman (Hofmann? Hoffman? Hoffmann?):?"

**ANSWER:** I go through all kinds of trouble with some conference proceedings, consulting various sources to establish names.

--- Nancy Olson

**QUESTION:** The biggest cataloging problem I have is with distributors on videocassettes. How do you know which ones to include?

**ANSWER:** Distributors and producers can be a headache. I tend to include all when faced with a mess, since I have no idea which one(s) may be remembered by the user who wants to get the item again. Motion pictures are especially bad with all their statements of responsibility and other media seem to pick up on this. I am seeing it with microcomputer software also.

--- Nancy Olson

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## **RTSD AV-SPONSORED TOURS PRE-REGISTRATION FORM**

The Resources and Technical Services Division, Audiovisual Committee is sponsoring two tours on Friday, June 27th, during the annual conference in New York City. Preregistration is necessary. To register for a tour complete the form below and mail to: **Verna Urbanski, Carpenter Library, University of North Florida, P.O. Box 17605, Jacksonville, FL 32245-7605.** Registration for these tours closes **May 15th.**

### **Tour 1 The Museum of Holography (11 Mercer St.) 1:00 pm**

The Museum is housed in a 1870's building in Soho. Collections include: 1,500 works of contemporary art, the first laserhologram, early examples of reflection and integral holography, papers of significant holographers, and much more. A guided tour will be provided. A tour fee of \$1.00, to be paid upon arrival at the museum, will be charged to underwrite the cost of a lecture. Participation is limited to 30.

### **Tour 2 Museum of Modern Art, (11 W. 53rd St.) Department of Film 1:00-3:00 pm**

The archive contains over 8,000 films representing works of international cinema,

European avant-garde films, works of American filmmakers and studios, documentaries of the 1930's and 40's. The tour, to be hosted by Jon Gartenberg, will feature a 20 minute newsreel film about the history of the department titled "The March of Time," a tour of the archive area and demonstrations of the online catalog. Topics covered in the presentation will include the script and poster collection, the study file collection, the Department's ongoing program of preservation/restoration of films, their extensive lending program as well as ongoing research and exhibitions. Participation is limited to 40.

**Tour 3**

Same as Tour 2, but 3:00-5:00 pm. Participation is limited to 40.

NAME:

ADDRESS:

TELEPHONE (H) \_\_\_\_\_ (W) \_\_\_\_\_

FIRST CHOICE

TOUR 1 \_\_\_\_\_

TOUR 2 \_\_\_\_\_

TOUR 3 \_\_\_\_\_

SECOND CHOICE

TOUR 1 \_\_\_\_\_

TOUR 2 \_\_\_\_\_

TOUR 3 \_\_\_\_\_

Participants will provide their own transportation to the tour site. Instructions on where the museums are Located will be provided in the confirmation. Please include a self-addressed stamped envelope with your reservation to facilitate confirmation.

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**MEMBERSHIP APPLICATION FORM**

Membership in Online Audiovisual Catalogers is available for single or multiple years. The membership year is from January 1 through December 31. Membership includes a subscription to *OLAC Newsletter*. Membership rates are:

single year - US - \$5.00 personal ; \$10.00 institutional  
 Non-US - \$7.00 personal ; \$12.00 institutional

two year - US - \$9.00 personal ; \$19.00 institutional  
 Non-US - \$13.00 personal ; \$23.00 institutional

three year - US - \$12.00 personal ; \$27.00 institutional  
 Non-US - \$18.00 personal ; \$33.00 institutional

Payment in US funds only, please. Make check payable to ONLINE AUDIOVISUAL CATALOGERS and mail to:

Catherine Leonardi  
 OLAC Treasurer  
 3604 Suffolk  
 Durham, NC 27707

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 \*\*

TO APPLY FOR MEMBERSHIP IN OLAC OR TO RENEW YOUR MEMBERSHIP  
 XEROX THE FORM BELOW

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Circle the correct information:

I wish to ( renew my membership in // join ) OLAC

I am enclosing:     \$5    \$7    \$10    \$12            for 1986  
                                \$9    \$13    \$19    \$20            for 1986/1987  
                                \$12    \$18    \$27    \$33            for 1986/1987/1988

CHECK HERE IF YOU **DO NOT** WANT YOUR NAME ON A MAILING LIST WHICH IS SOLD TO AV RELATED ORGANIZATIONS \_\_\_

NAME:  
 ADDRESS:

is a quarterly publication of Online Audiovisual Cataloger, Inc. appearing in March, June, September, and December.

Missing issues must be claimed no later than three months after the month of issue. Claiming deadlines are: June 30 (March issue); September 30 (June issue); December 31 (September issue); and March 31 (December issue.)

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***OLAC NEWSLETTER***  
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Materials for publication in the *OLAC Newsletter* should be sent to the appropriate editor. Persons wishing to review books are invited to write to Anne Salter indicating their special areas of interest and qualifications. For AV cataloging questions, contact Verna Urbanski. Articles should be typed, double spaced, and consistent in length and style with other items published in the *Newsletter*. The submission deadline for the June issue is April 18, 1986.

For membership renewal and change of address contact:

Catherine Leonardi  
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For general information about OLAC, contact:

Katha Massey,  
OLAC Chair  
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